For information on these projects contact:

EMPL to CPPS
Project Manager
Valerie Klemme
(303) 866-3129
valerie.klemme@state.co.us

HRDW
Project Manager
Paula Amelon
(303) 866-2765
paula.amelon@state.co.us

DHR Representative
Laurie Benallo
(303) 866-4247
laurie.benallo@state.co.us

HR/Payroll Systems
Manager
Mike Amelon
(303) 866-3185
mike.amelon@state.co.us

Projects to Retire EMPL

DPA has two projects currently underway that together will allow us to retire EMPL. The first project will expand and adjust CPPS to become our system for recording transactions affecting employees and positions. The second project is to build a Human Resource Data Warehouse (HRDW) to archive and report both current and historical data on employees, positions, and the workforce. The historical data in EMPL will be moved to the HRDW and as new actions are entered into CPPS those will also be captured in the HRDW.

This newsletter is intended to provide regular updates about these projects to the HR and Payroll community and others who have an interest in this work.

The earliest possible transition to a new system is the spring of 2005. The specific schedule is still to be determined.

Converting from EMPL to CPPS

This project is in the design and build phase. The Position Control Working group finished its meetings on November 4th, so the main analysis phase covering employee tracking, job classification, and position control is now completed.

The technical team is working through the analysis data to design and build the system changes to meet the requirements identified by the user groups. These include changes to data fields, edits, and system flow. At the same time, the team is also preparing to install the latest software release from the vendor.

Another multi-agency team of HR and Payroll staff is composing a comprehensive user manual. This group is also doing the initial testing and developing business process recommendations.

The current work will be followed by a formal testing phase. We are soliciting volunteers to participate in that testing. This will be a great opportunity to gain some experience with the new system before the implementation. If you would like to volunteer, please contact Valerie Klemme at (303) 866-3129 or Valerie.Klemme@state.co.us.

Human Resources Data Warehouse

The Human Resources Data Warehouse (HRDW) project is in the procurement phase for the required software. Selection of the software for Business Intelligence (web-based reporting) and ETL (extract, transform, and load) tools should be completed in mid to late December.

We are beginning the design of the historical database that will become the HRDW and have developed a questionnaire to help us gain a better understanding of agency reporting requirements. The questionnaire was distributed via email in early November. Many thanks to the agencies that have already responded. The information provided will be critical to a successful implementation and we need to hear from everyone.

Responses should be submitted by close of business on November 24, 2004.

A number of the emails we sent did not arrive at their intended destinations and we are in the process of updating and/or correcting distribution lists. Please contact paula.amelon@state.co.us if your agency did not receive a questionnaire.

Questions & Answers

For questions or comments about these projects please feel free to contact any of the four people listed in the left column on the previous page. With your permission we may share your questions and the answers in this section in future editions.